

**NEW CREATION
LOCAL HUMAN RIGHTS COMMITTEE
MEETING MINUTES**

March 20, 2013

Group A

Kingdom Dominion

491 Southlake Blvd.

Richmond, VA 23236

(804) 350-9987

- I. Call to Order – Meeting was called to order by committee chair Kelly Murphy at 6:03 p.m. for the purpose of hearing business related to the New Creation Local Human Rights Committee.**
- II. Introductions – Members present: Kelly Murphy, Chair –Charisma Dixon, Vice-Chair – Linda Jones, Member**

Members Absent: Ruth Molyne, Secretary

Others Present: Michael Curseen, Regional Advocate
- III. Approval of Draft Minutes for December 5, 2012 - The minutes were reviewed and it was recommended that they be approved as presented.**
- IV. Public Comment – Mr. David Banks of Brother’s Keeper, Inc. reminded providers of their obligation to support the LHRC by paying the fee agreed upon among the New Creation LHRC providers. Mr. Banks shared that providers who remain delinquent with the requested fee will be reported to the LHRC.**
- V. Old Business:**
 - A. LHRC Follow-up RE: Kingdom Dominion – Physicians Orders for J. C. needs guardian’s signature. Documentation Received on 3/22/13**
- VI. New Business:**
 - 1. Request for Affiliation (NEW) RE: La Solucion Familiar para Adultos y Ninos for the Provision of Intensive In-home Services in Richmond, VA. – Mr. Carlos Garcia-Samuels and Ms. Sharon Harris Robertson presented this request for new affiliation. The committee approved the request and assigned La Solucion Familiar para Adultos y Ninos to Group B.**
 - 2. Request for Affiliation (Program Expansion) RE: Brother’s Keeper, Inc. for the Provision of Intensive In-Home Services in Richmond, VA – Mr. David Banks, Director presented this request for program expansion. The committee approved the request for affiliation (program expansion) for Brother’s Keeper, Inc.**
 - 3. Request for Affiliation (Program Expansion) RE: The Ithiel Group (Harrison House) for the Provision of Community Mental Health Support Services in Richmond, VA – Mr. Kevin White, Director presented this request for program expansion. The committee approved the request for affiliation (program expansion) for The Ithiel Group (Harrison House).**
 - 4. Request for Affiliation (Program Expansion) RE: The Ithiel Group (Harrison House) for the Provision of Residential Services for ID Male and Female Adults located at 3848 Baronet Drive, Richmond, VA 23324. VA – Mr. Kevin White, Director presented this request for program expansion. The committee approved the request for affiliation (program expansion) for The Ithiel Group (Harrison House)**

5. **Johnson Family Services – LHRC Review of Residential and Community Services Added and Discontinued from September 2012 through February 2013.** Ms. Deidre Johnson, Owner reported no changes during this period.
6. **Annual Reports Not Received: Hands of Unity** – The Committee approved a motion to recommend a citation to the Office of Licensing for failure to submit the 2012 Annual Report by January 15, 2013.
7. **Review of Revised LHRC Meeting Dates and Reporting Months Schedule** – The Chair reviewed this schedule with providers and reminded providers to adhere to the Submit By deadlines for quarterly reports regardless of whether or not the provider is scheduled to attend the LHRC meeting.
8. **Review of LHRC Expectations RE: Provider Attendance at LHRC Meetings** – All affiliates were provided with copies of the LHRC Expectations RE: Provider Attendance at LHRC Meetings and were reminded that their attendance is expected at each of the scheduled meetings. Affiliates were also reminded that if they cannot attend, arrangements should be planned in advance to have a back-up staff on standby. The committee will recommend a citation for providers who fail to comply with the attendance portion of their affiliation agreement.
9. **Review of LHRC Expectations RE: Requests for Written Documentation** – All affiliates were provided with copies of the LHRC Expectations RE: Requests for Written Documentation and were reminded that the committee will recommend a citation for providers who fail to comply with any LHRC request for written documentation.
10. **Rescheduled LHRC Meeting:** Due to the cancellation of the March 6, 2013 LHRC meeting for Group A, the LHRC rescheduled that meeting for March 20, 2013. No recommendation for citation will be made for Group A providers who were unable to attend this make-up meeting. **However, Group A providers who did not attend the make-up meeting on March 20, 2013 are required to attend the June 5, 2013 Group B LHRC meeting.** Group A Providers required to attend the Group B meeting are: **1) Hands of Unity; 2) Upside to Youth Development.**

VII. Quarterly Reports Review for Periods January 1, 2013 – March 31, 2013 – 1st Quarter

GROUP A

1. **Brother's Keeper.**
2. **Creative Youth Concepts** – Report received late. Citation recommended to Licensing
3. **EZETT Youth and Family Services**
4. **First Class Living**
5. **Hands Of Unity** – Report missing. Citation recommended to Licensing
6. **Johnson Family and Support Services**
7. **Kingdom Dominion**
8. **Life Services, Inc.** – Report missing. Citation recommended to Licensing.
9. **Supportive Intervention Services, LLC**– Report missing. Citation recommended to Licensing.
10. **Upside to Youth Development**– Report received late. Citation recommended to Licensing.

GROUP B

1. **Greatness In You, LLC**
2. **Harrison House**
3. **Impact Youth Services**
4. **La Solucion Familiar para Adultos y Ninos**
5. **More Solutions**
6. **Open Arms Family Support Services** – Report missing for TDT. Citation recommended to Licensing.
7. **ProActive Behavioral Services** - Report missing. Citation recommended to Licensing.
8. **Richmond Private Methadone Clinic**
9. **The MARCS Agency**

10. Therapeutic Interventions

- VIII. Office of Human Rights Report: In-service Training:** Mr. Curseen provided FOIA training to LHRC members and presented providers with an update on the department's process for seeking stakeholder input to for revisions to the Rules and Regulations
- IX. Secretary's Report – 8 of 10 Group A affiliates attended the March 20, 2013 LHRC meeting. Providers absent included 1) Hands of Unity; 2) Upside to Youth Development**
- X. Next Meeting Date: June 5, 2013 – GROUP B at Kingdom Dominion**
- XI. Adjournment – 7:45 p.m.**